

## SIGN LANGUAGE INTERPRETER SPECIALIST

### KIND OF WORK

Professional sign language work; second of 3 classes within the Sign Language series.

### NATURE AND PURPOSE

Under general supervision, provides an impartial and accurate interpretation or transliteration of information into American Sign Language, Sign Systems and Spoken English for hearing, hard of hearing and hearing communities. Position provides expertise and technical assistance to agencies and interpreters/interveners regarding accessibility for all clientele. Performs related work as required.

### DISTINGUISHING CHARACTERISTICS

The Sign Language Interpreter Specialist job class differs from the Sign Language Interpreter job class because this level may monitor and evaluate interpreting services. This job class may also advise or provide assistance regarding accessibility regarding interpreting services. This job class may also recommend or develop other outreach services to agencies beyond accurate interpretation or transliteration of information into American Sign Language, Sign Systems or Spoken English. This job class will not be responsible for providing lead work direction or coordinating and organizing the work of other members of an agency or non-state workers.

### OPTIONS

N/A

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Accurately and impartially interprets or transliterates critical information in crisis intervention, legal, medical, social services, mental health, financial, employment and legislative settings for hearing, Deaf, hard of hearing and deafblind individuals to provide equal access to information and protect against harm and discrimination of clientele.

Advises and proposes technical assistance to area agencies to establish and/or enhance their standard of accessibility regarding interpreting services for clientele and/or employees to bring the agency into compliance with State and Federal Legislation.

Identifies critical barriers to interpreting services and design individualized solutions to address deficiencies to meet certification and qualifications mandated by State and Federal Legislation and to avoid potential harm to and discrimination against clientele.

Monitors and processes fiscal components of Annual Plans, grants and billing pertaining to interpreting services.

Provides intake and orientation to deaf/hard of hearing people applying for services by assessing presenting needs, conducting interviews, explaining services, gathering information, providing case monitoring, advocacy, and follow-up.

Conducts training and provide technical assistance on issues of hearing loss to agency staff, employers, community agencies, schools, clinics, and others.

Performs job placement activities so employment opportunities are maximized for deaf and hard of hearing clients by teaching job seeking skills, assisting clients with their job search, assessing employment sites for accommodations and support, providing job coaching. Develop strategies and conducts outreach efforts for agency by preparing and conducting presentations to external facilities and agencies; identifying and establishing liaisons with referral sources; developing and implementing strategies to address and enable service to underserved populations.

Provide on-site job coaching to clients and employers and co-workers so that clients learn to function on their jobs and employers and co-workers learn about hearing loss and its ramifications on communication and behavior.

Translates approximate or exact message of speaker into specified language, orally or by using hand signs for hearing-impaired. Translates responses from second language to first.

Listens to statements of speaker to ascertain meaning and to remember what is said, using electronic audio system. Receives information on subject to be discussed prior to interpreting session.

#### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

##### Knowledge of:

Fields of interpretation and transliteration which leads to ethical, accurate and confidential interpreting service for all clientele.

Superior level American Sign Language, Signed English, spoken and written English to avoid severe legal, ethical and financial consequences resulting from misinterpretations or misrepresentation of any clientele information.

Language used in numerous arenas including but not limited to legislative, crisis intervention, legal, medical, social services, mental health, financial management, and employment.

Local, state and global socio-economic and political information in order to render faithful and accurate interpretations.

Relevant Federal and State laws, (ADA, 504, MN Human Rights, DHH Services Act) Deaf culture, historical and current trends in the education, employment and lives of Deaf, hard of hearing and Deafblind people.

Skills in:

Simultaneous mental and physical processing of auditory and visual information and formulation of an accurate interpretation of another's intent, spirit and sophistication of language.

Forecast, synthesize and extract meaning in another's language, spoken or signed, and to produce an equivalent message into an intelligible form for all clientele.

Ability to:

Analyze fluctuating variables on a situation by situation basis and determine how to apply the professional code of ethics considering those variables.

Function as an influential and contributing team member to meet the mission of the agency.

Actively participate in professionally related organizations.

Display the utmost respect for the primary consumer of interpreting services, the Deaf and hard of hearing staff of the agency.

Exhibit integrity so that clients can confidently receive services without harm to their professional and personal lives due to an error in interpretation.

Develop and maintain relationships that reflect an ethical awareness of the parameters, responsibilities and role of the interpreter.

Maintain an open and productive dialogue with other Interpreter Coordinators.

Establish and promote a professional rapport with interpreters from the assigned region.

Be recognized by external agencies and consumers as a reliable and expert resource for interpreting issues.

Effectively communicate with all people from diverse backgrounds and cultures.

Operate computer technology using business software applications sufficient to create memos, reports, databases, spreadsheets, or presentations.

Operate and assist students with educational software or assistive technology that provides an accommodation to their learning.

LEGAL OR LICENSURE REQUIREMENTS (These must be met by all employees prior to attaining permanent status in the class)

National Registry of Interpreters for the Deaf (RID): Certificate of Interpretation and Certificate of Transliteration OR (RID) Comprehensive Skills Certificate OR National Association of the Deaf Proficiency Certificate Level III or higher (IV or V).

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T.C.:  
Former Title(s):